

Percentage of budget spent	93.84%
----------------------------	--------

#### 4.4.8 CONCLUSION:

The Internal Audit Unit implemented certain recommendations made by the Auditor-General. This was done in order to increase the standard of service and to add value to the clients.

Two Internal Auditors resigned during the financial year. Another two of the staff members were on maternity leave for three and four months respectively, and this placed an excessive workload on the remainder of the staff members.

The activities of the Internal Audit Unit were reviewed by the Audit Committee and a report on the outcome was submitted to Council.

#### 4.5 INTERNAL AUDIT COMMITTEE

##### 4.5.1 EXECUTIVE SUMMARY

The Audit Committee was appointed by Council in terms of Section 166 of the Municipal Finance Management Act, Act no 56 of 2003. The Audit Committee was mandated, by means of an Audit Committee Charter, to execute certain responsibilities. The Charter was approved by the Executive Mayor, the Municipal Manager and the Audit Committee members, at a meeting held on 28 October 2008.

The following members serve on the Audit Committee:

Mr W De Bruin	Chair person
Ms G Goci	Member
Ms C Penderis	Member
Ms D Fourie	Member

The members of the Audit Committee are independent from the District Municipality and written declarations of interest have been obtained to prove their independency.

During the 2008/2009 financial year, the Audit Committee held 3 meetings and the fourth meeting scheduled for 09 June 2009 had to be postponed, due to the unavailability of a quorum. In terms of the Municipal Finance Management Act, the Audit Committee should have at least four meetings per annum.

##### 4.5.2 AUDIT COMMITTEE RESPONSIBILITY

The Audit Committee reports that it has complied, as far as possible, with its responsibility arising from Section 166 (2) of the MFMA. Their responsibility includes the following:

**a. Advise the Municipal Council, the Political office-bearers, the Accounting Officer and the Management Staff on matters relating to:**

- i. Internal financial control and Internal Audits
- ii. Risk management
- iii. Accounting policies
- iv. The adequacy, reliability and accuracy of financial reporting and information
- v. Performance management
- vi. Effective governance
- vii. Compliance with Legislation

- viii. Performance evaluation
- ix. Any other issues referred to it by the municipality

The Internal Audit Unit issued Internal Audit Reports to the Committee regarding the abovementioned components. Findings which were not resolved by Management were brought to the attention of the Committee.

Recommendations made by the Audit Committee were implemented and reviewed by the Internal Audit Unit during follow-up procedures.

- b. Review the Annual Financial Statements to provide the Council of an authoritative and credible view of the financial position of the Municipality and its overall level of compliance with Legislation.**

The Committee issued a separate report to Council on 28 August 2009.

- c. Respond to Council on any issues raised by the Auditor-General in the audit report.**

A separate report (2007/2008) was issued on 9 March 2009.

- d. Carry out investigations into the financial affairs of the Municipality, as may be requested.**

No requests for investigations were received from the Municipality.

#### **4.5.3 RISK MANAGEMENT**

The Municipality has developed and approved a Risk Management Strategy. This strategy is the foundation for a continuous risk assessment process and for managing and monitoring risk on an ongoing basis.

A Risk Management Policy was also approved by Council to ensure that Risk Management receives the necessary attention that it deserves.

#### **4.5.4 FRAUD PREVENTION PLAN AND FRAUD RESPONSE PLAN**

The Fraud Prevention Plan was approved by Council on 25 March 2009. It was tabled before the Audit Committee for comments and then approved by Council.

#### **4.5.5 INTERNAL AUDITING**

In terms of the Municipal Finance Management Act, the Audit Committee has the obligation to oversee the operations of the Internal Audit Unit.

The following documents were approved by the Audit Committee:

- i. The Audit Committee Charter 2008/2009
- ii. The Internal Audit Charter 2008/2009
- iii. The Risk Assessment 2008/2009
- iv. The Internal Audit Strategic Plan (3 Years)
- v. The Internal Audit Annual Plan 2008/2009
- vi. The Internal Audit Manual

#### 4.5.6 EXTERNAL AUDITING

The Office of the Provincial Auditor-General is responsible for the external audit at the District Municipality. The Audit Committee Charter provides for an open communication channel between the Audit Committee and the Auditor-General.

During the 2008/09 financial year, it was not necessary for the Committee to meet separately with the Office of the Auditor-General.

#### 4.5.7 AUDIT COMMITTEE MEETINGS

The attendance at the Audit Committee meetings was as follows:

Name	Number of meetings held during 2008/2009	Number of meetings attended
Mr W De Bruin	4	4
Ms G Goci	4	3
Mrs D Fourie	4	3
Ms C Penderis	4	4

Mrs G Goci could not attend the last meeting, due to sickness. Mrs D Fourie was also not available, so the meeting had to be postponed.

The MFMA stipulates that no Councillor should be a member of the Audit Committee. The Executive Mayor and Mayoral Committee members were invited to attend all the meetings as invitees. It is hereby confirmed that no Councillor serves as a member of the Audit Committee.

The Municipal Manager and the Heads of Departments attended the meetings, in order to respond on concerns raised by the Committee.

The minutes of the Audit Committee meetings were submitted to the full Council, as stipulated in the Audit Committee's Charter.

#### 4.5.8 THE EFFECTIVENESS OF THE INTERNAL CONTROL SYSTEMS

The effectiveness of the internal control systems were reviewed by the Internal Audit Unit and any shortcomings were reported to the Audit Committee. The Audit Committee dealt with it in the appropriate way.

#### 4.5.9 THE RISK AREAS OF THE MUNICIPALITY'S OPERATIONS COVERED IN THE SCOPE OF INTERNAL AND EXTERNAL AUDITS

The scope of the Internal Audit's audit was reviewed when the Risk Assessments and Annual Plan of the Internal Audit Unit was approved. The scope of the External Audit was however not reviewed by the Audit Committee.

#### 4.5.10 THE ADEQUACY, RELIABILITY AND ACCURACY OF FINANCIAL INFORMATION PROVIDED BY MANAGEMENT

This was reviewed by the Internal Audit Unit as part of their normal audit work program. Any findings would have been part of the quarterly reporting to the Audit Committee.

#### **4.5.11 ACCOUNTING AND AUDIT CONCERNS IDENTIFIED AS A RESULT OF INTERNAL AND EXTERNAL AUDITS**

Audit concerns, Internal and External, were submitted to the Audit Committee and it was dealt with in the normal way.

#### **4.5.12 THE MUNICIPALITY'S COMPLIANCE WITH LEGAL AND REGULATORY PROVISIONS**

The Municipality's compliance with legal and regulatory provisions were reviewed by the Internal Audit Unit. Any findings were reported to the Audit Committee at the normal quarterly meetings.

#### **4.5.13 THE EFFECTIVENESS OF THE AUDIT UNIT**

The effectiveness of the Internal Audit Unit was reviewed on 25 June 2009, and a report was issued to the Council.

#### **4.5.14 SELF EVALUATION OF THE AUDIT COMMITTEE**

The Audit Committee did a self evaluation and the report was submitted to Council

#### **4.5.15 PERFORMANCE EVALUATION OF THE AUDIT COMMITTEE**

The performance of the Audit Committee was evaluated by the Council and a report was issued in this regard.

#### **4.5.16 THE ACTIVITIES OF THE INTERNAL AUDIT UNIT, INCLUDING ITS ANNUAL WORK PROGRAMMES, CO-ORDINATION WITH EXTERNAL AUDITORS AND RESULTS OF SIGNIFICANT FINDINGS AND RESPONSE OF MANAGEMENT TO RECOMMENDATIONS**

The activities of the Internal Audit Unit were noted from quarterly reports submitted to the Audit Committee.

The co-ordination with the External Auditors needs to be improved to ensure proper communication and the elimination of duplication of audit work.

All the findings submitted to Management were followed up by the Audit Committee during the quarterly meetings. In cases where the responses were not to the satisfaction of the Audit Committee, Management had to elaborate in more detail.

#### **4.5.17 MATTERS REQUIRING SPECIFIC MENTION**

The Committee noted the Auditor-General's qualified audit opinion for 2007/2008 and encouraged Management to implement corrective measures to improve on the concerns raised by the Auditor-General.

The Auditor-General's report on the Performance Management System was discussed by the Audit Committee in detail and the collective opinion was that Management should improve on the Performance Management System.

Three out of the four Audit Committee members attended the following training sessions, during the specific financial year:

- The Role and Responsibility of Audit Committees

## 5 CHAPTER 5: FUNCTIONAL AREA SERVICE DELIVERY REPORTING

### 5.1 INFRASTRUCTURE DEVELOPMENT AND TECHNICAL SERVICES

#### 5.1.1 OPERATION AND MAINTENANCE

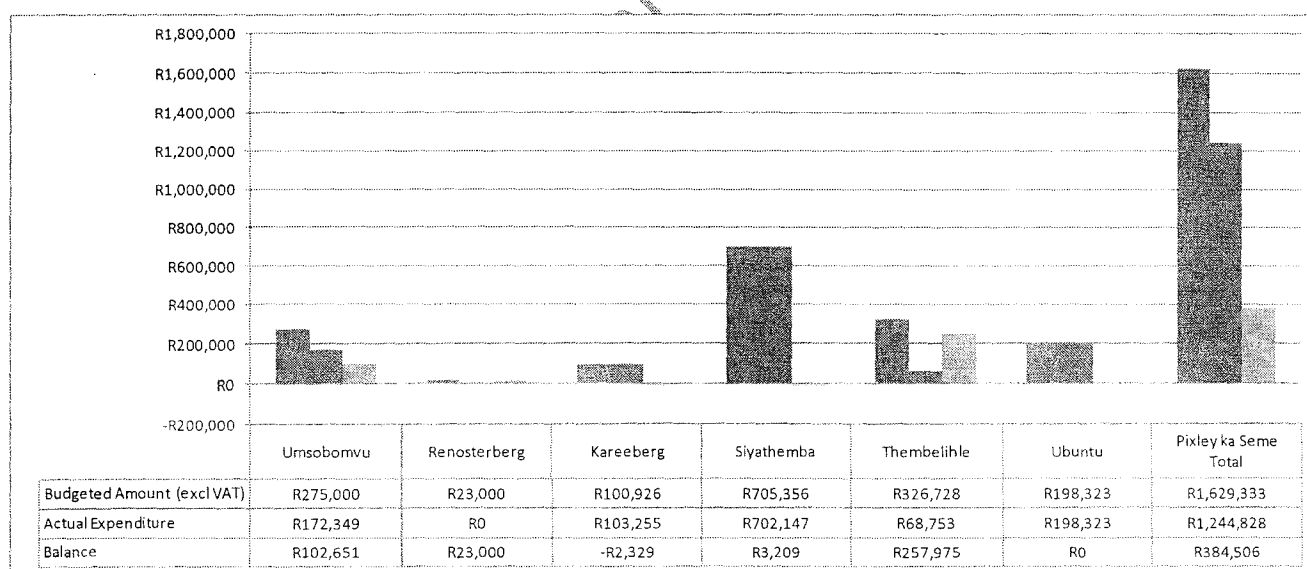
The District Municipality in conjunction with, Department of Housing and Local Government, DWAF, SALGA, SIPU International, SIDA, DBSA and other role players have establish an O&M Support Unit at the District Municipality. The unit is based within the Infrastructure and Technical Services Department and is responsible for assisting local municipalities with planning, implementation and management of O&M activities related to water, sanitation, municipal roads and storm water.

Operation needs are identified during regular consultative meetings with Municipalities. An assessment report on municipal infrastructure at local municipalities was completed. Needs were identified and submitted to DWAF for financial assistance.

Although DWAF allocate R1m to the District Municipality for these needs, an additional allocation was made to:

- Ubuntu Municipality to replace the ageing cast iron sewer pipeline,
- Renosterberg Municipality for the purchasing of two new LDVs and
- Thembelihle Municipality for the purchasing of one new LDV.

The next graph indicates the amounts allocated and expenditure reported for different local municipalities in the district.



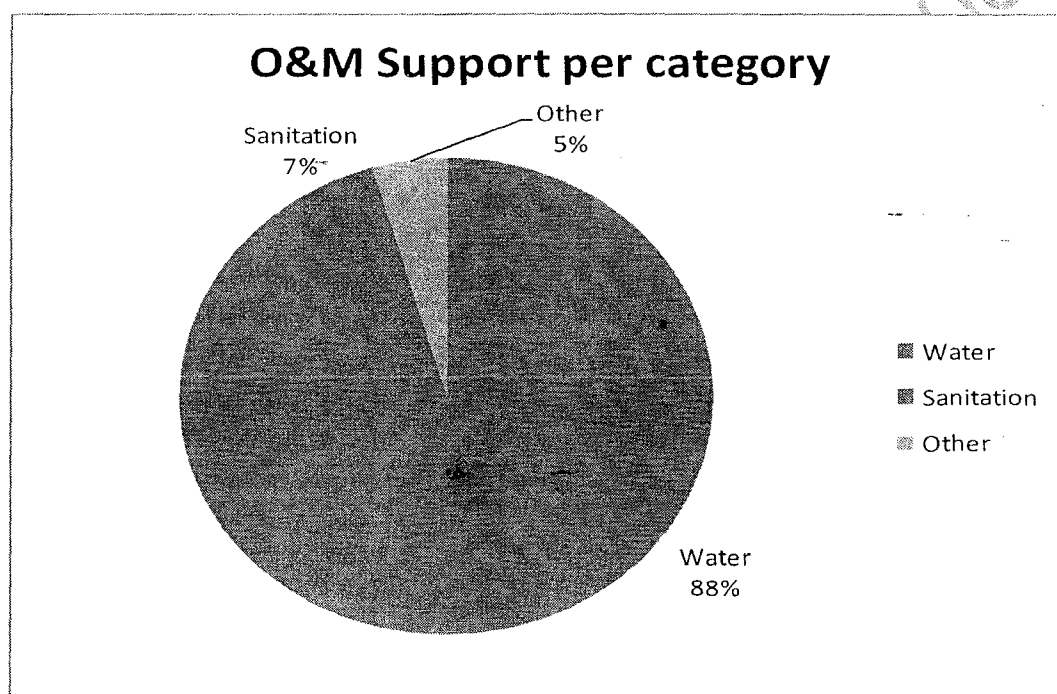
As mentioned earlier the unit is responsible for assisting local municipalities with planning, implementation and management of O&M activities related to water, sanitation, municipal roads and storm water. The activities indicated in the next table were undertaken during the year.

LM	Activity	Budgeted Amount (excl VAT)	Actual Expenditure	Balance	Comments
	Install pressure relieve valves to minimize pipe damage due to water hammer			R0	This item is replaced with Noupport telemetry system
	Installation of a new pump set a van der Waltfontein booster station after the investigation has been carried out through the WSACDP.	R100,000	R87,309	R12,691	Busy with installation
	Allow for spare pipes, clamps, tools, small pump, generator set, etc. to assist during emergency repairs, especially at night.	R80,000	R85,041	-R5,041	Project completed. Invoices submitted.
	Noupport Telemetry system	R95,000		R95,000	Contractor appointed and busy with work. Final claim to be submitted February.
Umsobomvu					
Umsobomvu	<b>TOTAL</b>	<b>R275,000</b>	<b>R172,349</b>	<b>R102,651</b>	
Renosterberg	Chlorinators Phillipstown, Petrusville	R23,000		R23,000	Chlorinators ordered. Claim will be submitted soon.
Renosterberg		<b>R23,000</b>	<b>R0</b>	<b>R23,000</b>	
	New pipeline (Cost of material)	R16,000	R16,000	R0	Funds claimed. Waiting for payment from DWAF.
	Reservoir at Van Wyksvlei	R29,000	R27,500	R1,500	Work completed and funds claimed.
Kareeberg	Pumps	R55,926	R59,755	-R3,829	Funds claimed. Waiting for payment from DWAF.

LM	Activity	Budgeted Amount (excl VAT)	Actual Expenditure	Balance	Comments
Siyathemba	New tank for vacuum tanker Marydale	R20,520	R61,309	-R40,789	Project completed and Paid
	New tank for vacuum tanker Niekerkshoop	R20,520	R0	R20,520	Project cancelled
	Oxidation pond Marydale (aftappunt)	R5,500	R0	R5,500	Project cancelled
	Replace chlorinator Prieska WTW	R15,850	R38,354	-R22,504	Project completed and Paid
	Replace chemical dosing pump Prieska WTW	R13,280	R0	R13,280	Project completed and Paid
	Replace no return valves Prieska settling tanks	R29,940	R18,240	R0	Project completed and Paid
	Service pumps Prieska WTW	R38,900	R50,411	-R11,511	Project completed and Paid
	Service switchgear	R18,250	R0	R0	Project completed and Paid
	Replace platform in river	R22,900	R9,630	R0	Project completed and Paid
	ABS water pump and flygt pump Prieska WTW	R39,124	R39,125	-R1	Project completed and Paid
	Paint buildings at Prieska WTW (labour LM)	R26,200	R28,795	-R2,595	Paint bought. Work to be done departmentally.
	Replace roof of reservoir at Marydale and other safety measures	R0		R0	Not a priority any more. Funds used on abovementioned items
	Bulk water meter	R13,660	R15,572	-R1,912	Project completed and Paid
	New transformer for WTW	R139,794	R139,794	R0	Invoice received and payment claimed from DWAF
	Submersible pump Marydale	R29,000	R29,000	R0	Materials bought and Paid
	Marydale Submersible pump motor and fittings	R12,349	R12,349	R0	Project completed
	Prieska spare parts for sewage pump	R26,474	R26,474		Project completed
	Prieska reeds removal in Orange river	R19,694	R19,694		Project completed
	Prieska new flocculation tank at WTW	R34,089	R34,089		Project completed
	Prieska WTW settling tank motors , gearboxes	R179,312	R179,312		Project completed
<b>TOTAL Siyathemba</b>		<b>R705,356</b>	<b>R702,147</b>	<b>R3,209</b>	
	Fix all tarred areas (include labour, bitumen and materials)	R45,000	R16,000	R29,000	Project in execution
	Fix the stormwater walls	R15,000	R15,000	R0	Project completed
	Labour for the extended time	R22,950	R24,985	-R2,035	Project completed
	Additional pipes and fittings needed for an area where the old pipeline is too deep to link to the new line	R14,000	R12,768	R1,232	Project completed
	Modification and refurbishment of pump station, pipework and valve chambers, incl HDPE pipe work and new gate valves and non-return valves where required and trenching and backfilling.	R180,738			
	Work already carried out on main sewer pumps	R5,872			
Thembelihle	Work still to be carried out on main sewer pumps	R43,169			
<b>Thembelihle</b>		<b>R326,728</b>	<b>R68,753</b>	<b>R257,975</b>	

LM	Activity	Budgeted Amount (excl VAT)	Actual Expenditure	Balance	Comments
	Replace the water pump at Hutchinson	R45,000	R45,000	R0	pumps paid
	Replace two booster pumps at Richmond old reservoir	R85,000	R85,000	R0	pumps installed
	Repair of old reservoir (fence and roof)	R30,000	R30,000	R0	Busy with work on Reservoir Fencing completed
	Purchase bulk water meters	R38,323	R38,323	R0	One bulk meter installed at Loxton. Others to be installed according to Water demand management study.
Ubuntu					
Ubuntu		R198,323	R198,323	R0	

TOTAL O&M Unit	R1,629,333	R1,244,828	R384,506
Budget	R1,000,000		
Available budget	R629,333		



### 5.1.2 WATER PROVISION AND BUCKET ERADICATION

The District Municipality was involved in the implementation of the following projects:

- Provision of bulk water to Petrusville
- Eradication of 620 buckets in Bonteheuwel near Carnarvon
- Eradication of 145 buckets in Carnarvon
- Upgrading of the Waste Water Treatment Works in Carnarvon
- Eradication of 570 buckets in Bongani/Breipaal near Douglas

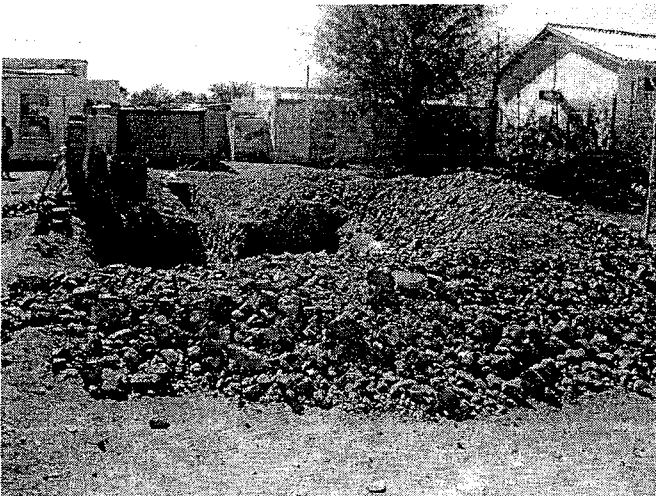
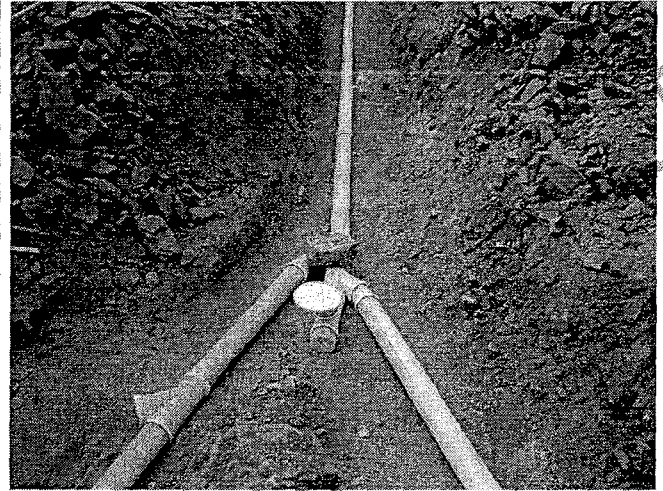
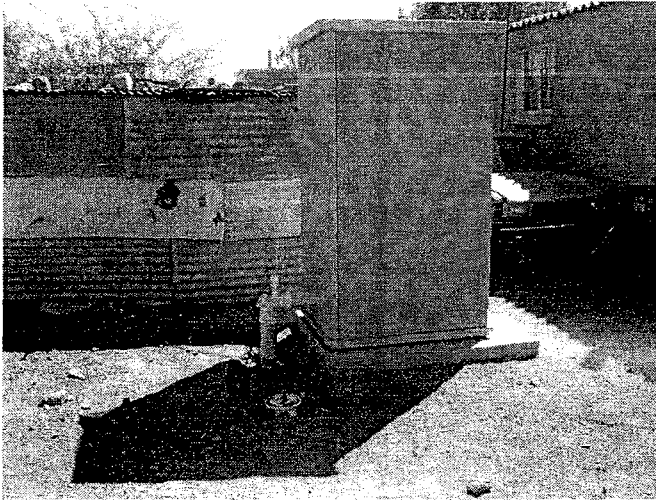
Photo report of the projects:

Bulk water supply – Petrusville



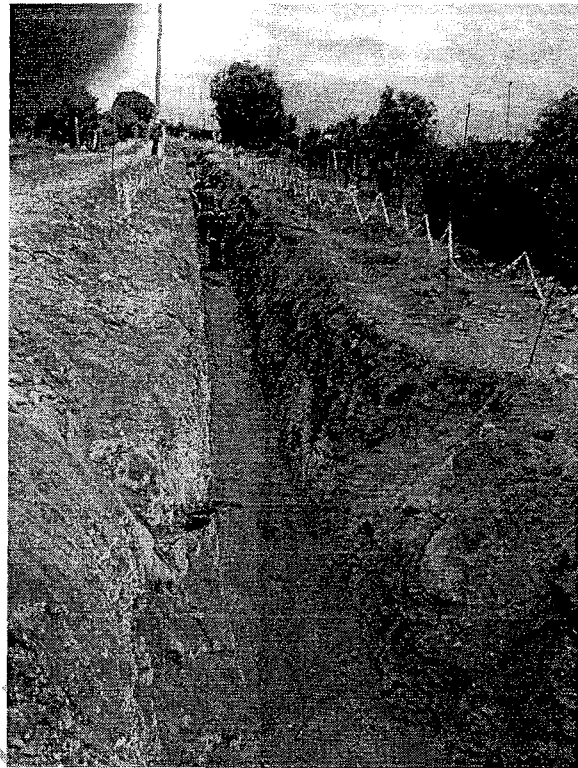
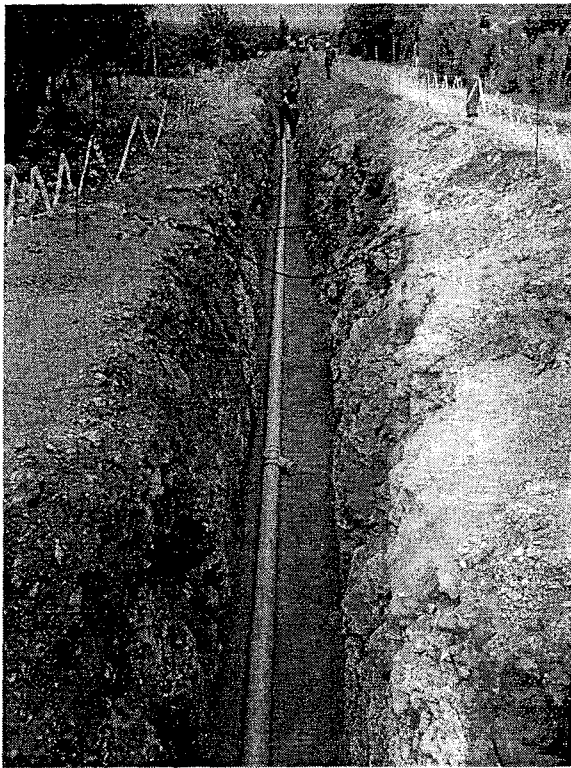


Carnarvon Bucket Eradication



Pixley ka Seme

Bucket Eradication in Bongani near Douglas



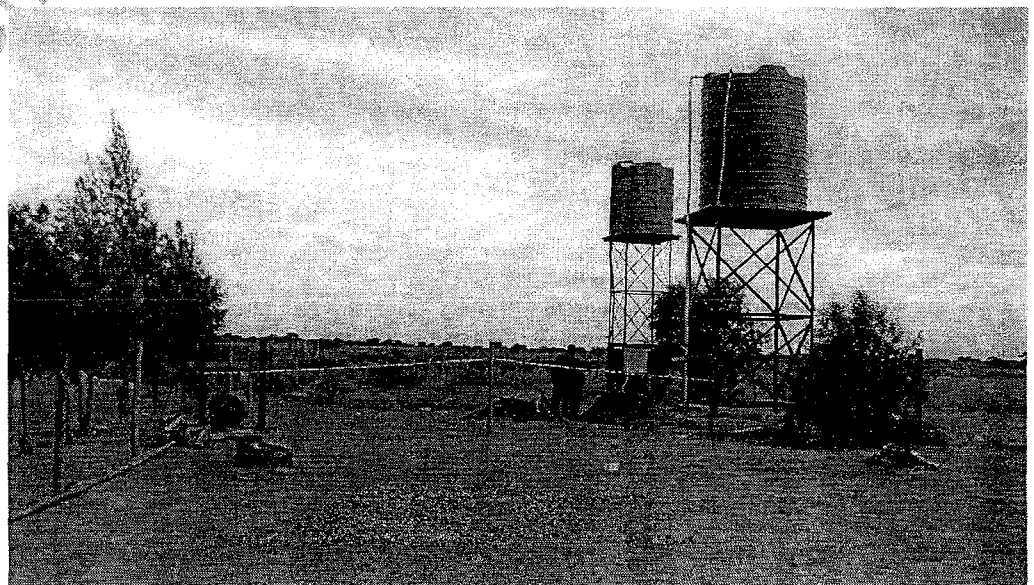
### 5.1.3 SCHOOL SANITATION PROGRAMME

The District Municipality and the Department of Water Affairs and Forestry have initiated the project in order to eradicating water and sanitation backlogs in schools within the eight local Municipalities. Attention is given to the improvement of water supply in schools, provision of hand washing facilities and overall improvement of health and hygiene through awareness and other programmes.

The District Municipality is responsible of coordinating, managing and addressing the implementation of the project as identified within the Region and listed in the Business Plan. The project is aimed at eradicating water and sanitation backlogs in schools with an estimated cost requirement of R2,190 million for 2008/09.

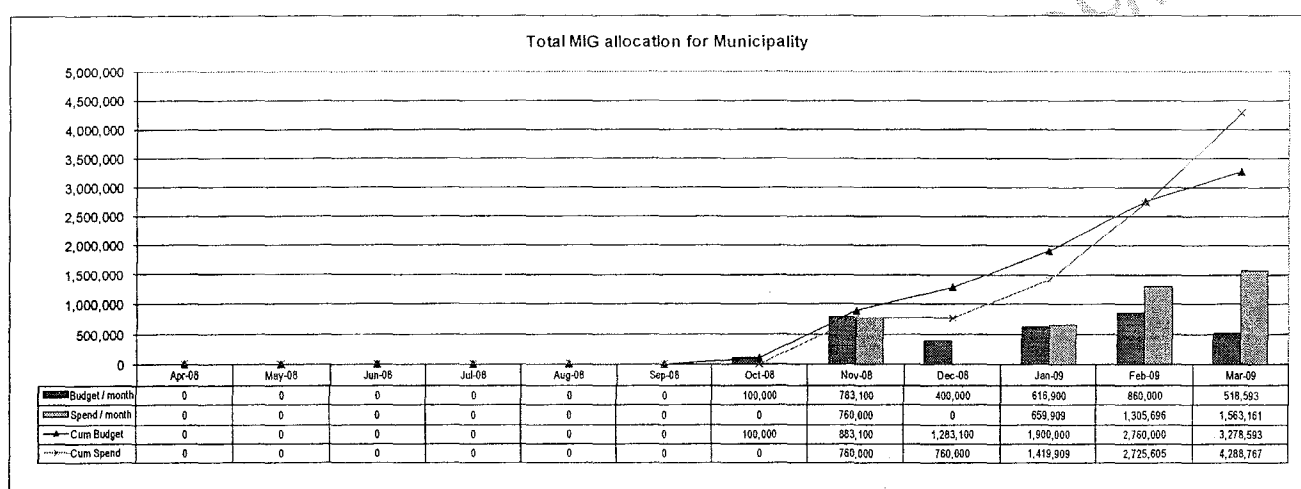
Photo report of the project:

Water supply to Bucklands Primary School



### 5.1.4 MUNICIPAL INFRASTRUCTURE GRANTS

The District Municipality receives an allocation of R2,919 million according to the DORA of 8<sup>th</sup> February 2008 for Municipal Infrastructure Projects for the 2008/09 financial year ending 31 March 2009. An implementation plan was prepared for infrastructure projects planned to be implemented by the District Municipality. The next graph shows the budgeted amounts against the actual expenditure amounts for the District Municipality. An additional amount of R900,000 was received from Siyancuma Municipality for the project.



### Expenditure and Implementation report for each project

The next table shows the planned MIG projects, budget, expenditure and status for the 2008/09 financial year:

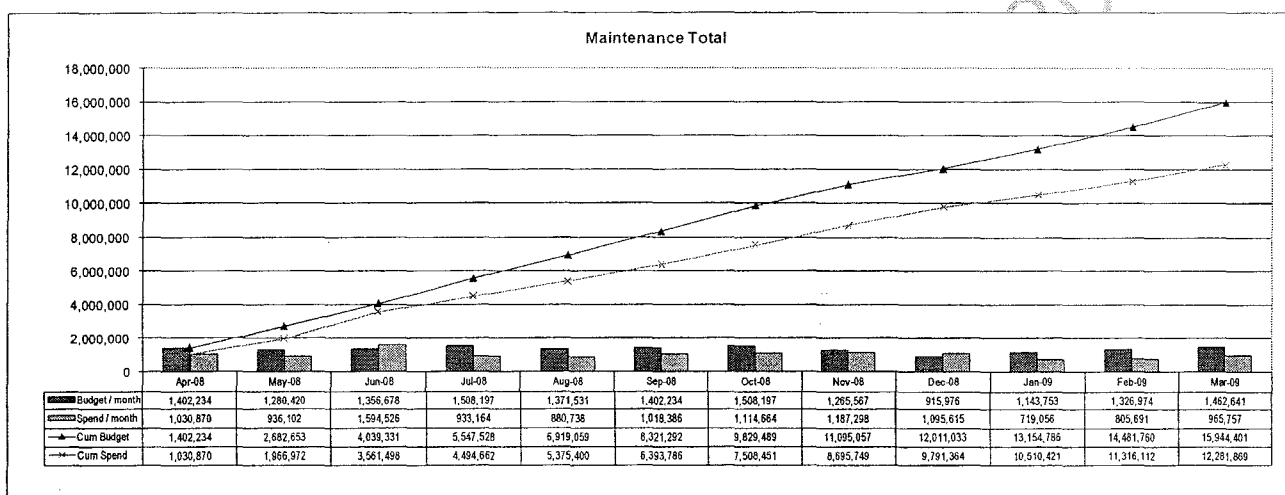
PIXLEY KA SEME DISTRICT MUNICIPALITY - MIG PROJECTS BUSINESS PLAN FROM 1 APRIL 2008 UNTIL 31 MARCH 2009													
Municipality	Project Description	Implementing Agent	MIG Approved  Amount	Budget for this financial year	Total Expenditure for this financial year	Progress / Comments	Status &  Complete	Person days worked				Training	
								Total	# Women	# Youth	# Disabled	Accredited	Non Accredited
												# days	# days
PKS DM	Siyancuma Mun. 822 Douglas Bucket Eradication Breipaai/Bongani Sewer network	Siyancuma and Pixley ka Seme DM	1,566,900	1,566,900	2,576,667	Contractor start with works in November 2008 An additional amount of R1.1m was received for	65%	2273	298	748	0		
PKS DM	Ubuntu Mun 423: Eradication of 293 buckets	Ubuntu Municipality	760,000	760,000	760,000	Project completed PKS DM contribution towards the project	0%	238	84	70	0		
PKS DM							0%						
PKS DM	PMU funding	Pixley ka Seme DM	951,693	951,693	952,100	PMU funding							
PKS DM	Total MIG allocation for Municipality	Pixley ka Seme DM	3,278,593	3,278,593	4,288,767		100%	2511	382	818	0	0	0

### 5.1.5 GRAVEL ROADS BLADING REPORT

The Department of Transport, Roads and Public Works (DoT,R&PW) is the road authority in the Northern Cape. The District Municipality is responsible for maintenance of 8400km's gravel roads in the region.

#### Budget

The next graph shows the budgeted expenditure against the actual expenditure for the 2008/09 financial year ending 31 March 2009.



PIXLEY KA SEME DISTRICT MUNICIPALITY - MIG PROJECTS BUSINESS PLAN FROM 1 APRIL 2008 UNTIL 31 MARCH 2009													
Municipality	Project Description	Implementing Agent	MIG Approved Amount	Budget for this financial year	Total Expenditure for this financial year	Progress / Comments	Status &  Complete	Person days worked				Training	
								Total	# Women	# Youth	# Disabled	Accredited # days	Non Accredited # days
PKS DM	Siyancuma Mun. 822 Douglas Bucket Eradication Breipaai/Bongani Sewer network	Siyancuma and Pixley ka Seme DM	1,566,900	1,566,900	2,576,667	Contractor start with works in November 2008 An additional amount of R1.1m was received for	65%	2273	298	748	0		
PKS DM	Ubuntu Mun 423: Eradication of 293 buckets	Ubuntu Municipality	760,000	760,000	760,000	Project completed PKS DM contribution towards the project	0%	238	84	70	0		
PKS DM							0%						
PKS DM	PMU funding	Pixley ka Seme DM	951,693	951,693	952,100	PMU funding							
PKS DM	Total MIG allocation for Municipality	Pixley ka Seme DM	3,278,593	3,278,593	4,288,767		100%	2511	382	818	0	0	0

## Blading Maintenance

Due to the late transfer of funds all maintenance activities were stopped in October 2008. The next table gives a summary of the blading report for the year of each grader area and the District.

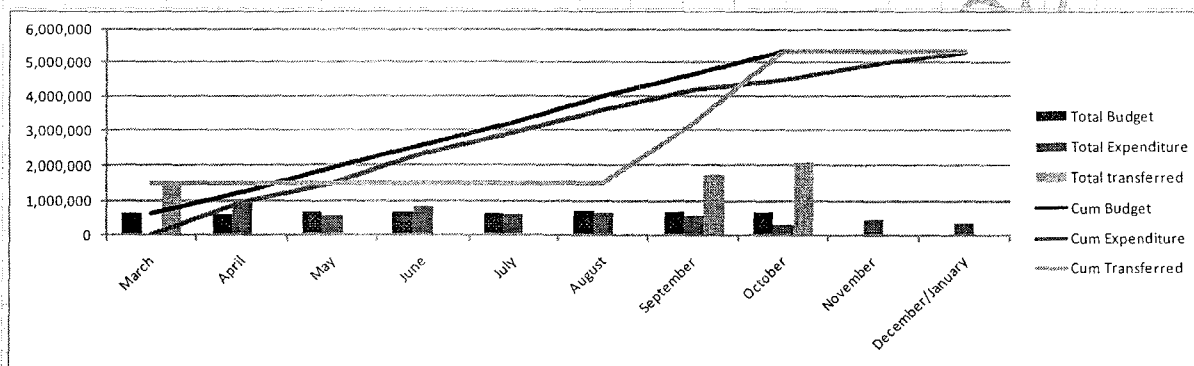
PIXLEY KA SEME DISTRICT MUNICIPALITY																
Grader area		Apr-08	May-08	Jun-08	Jul-08	Aug-08	Sep-08	Oct-08	Nov-08	Dec-08	Jan-09	Feb-09	Mar-09	Total	% of planned	% Time Lapsed
DB Marydale	Planned	467	472	446	408	366	250	467	472	446	408	366	250	4,817	43%	83%
	Actual	293	111	103	782	139	0	235	129	0	269	0	0	2,062		
DB Prieska	Planned	435	462	434	471	435	462	434	471	435	462	434	471	5,408	42%	92%
	Actual	823	0	242	0	0	327	642	145	91	0	25	0	2,296		
DB Prieska - Strydenburg	Planned	372	477	345	444	292	220	372	477	345	444	292	220	4,299	5%	67%
	Actual	0	0	0	0	0	162	0	43	0	0	0	0	204		
VO Grikwastad	Planned	391	443	426	467	361	340	391	443	426	467	361	340	4,857	43%	92%
	Actual	433	374	360	147	0	0	0	0	0	0	772	0	2,085		
VO Douglas	Planned	463	407	426	437	339	314	463	407	426	437	339	314	4,773	39%	92%
	Actual	103	0	388	117	213	264	392	0	0	0	363	0	1,838		
Saltlake	Planned	437	436	451	370	437	436	451	370	437	436	451	370	5,083	32%	92%
	Actual	0	311	0	365	171	276	173	82	0	0	242	0	1,621		
Carnarvon - Vanwyksvlei	Planned	389	538	390	430	329	397	389	538	390	430	329	397	4,945	57%	92%
	Actual	0	105	130	950	718	0	536	27	0	0	347	0	2,813		
Carnarvon - Loxton	Planned	446	404	443	475	389	215	446	404	443	475	389	215	4,745	42%	92%
	Actual	0	424	230	0	0	0	14	884	0	0	433	0	1,986		
Britstown	Planned	406	435	464	424	393	173	406	435	464	424	393	173	4,590		
	Actual	0	0	0	0	131	196	0	0	0	0	145	0	472	10%	92%
Victoria Wes	Planned	355	359	350	351	330	289	355	359	350	351	330	289	4,068	61%	100%
	Actual	428	294	552	407	0	167	362	0	0	0	269	3	2,482		
Hopetown	Planned	393	406	417	393	261	271	393	406	417	393	261	271	4,284	18%	100%
	Actual	0	0	0	316	69	226	44	0	0	0	0	121	777		
Philipstown	Planned	392	420	359	355	381	181	392	420	359	355	381	181	4,172	28%	92%
	Actual	0	220	0	232	181	0	0	114	0	117	313	0	1,177		
De Aar	Planned	442	351	430	432	324	263	442	351	430	432	324	263	4,483	16%	100%
	Actual	0	0	154	0	102	0	110	38	0	0	177	136	718		
Richmond	Planned	397	385	372	321	391	205	397	385	372	321	391	205	4,140	25%	58%
	Actual	0	0	0	0	531	397	98	0	0	0	0	0	1,026		
Colesberg	Planned	409	423	406	416	392	430	409	423	406	416	392	430	4,953	17%	100%
	Actual	0	0	0	0	0	636	0	0	110	0	96	13	855		
Total	Planned	6,193	6,417	6,159	6,197	5,418	4,446	6,207	6,361	6,145	6,253	5,431	4,390	69,618	32%	100%
	Actual	2,081	1,840	2,160	3,316	2,255	2,651	2,607	1,463	200	386	3,180	273	22,411		
% of planned		34%	29%	35%	54%	42%	60%	42%	23%	3%	6%	59%	6%	32%		
Cum Total	Planned	6,193	12,611	18,770	24,967	30,384	34,831	41,037	47,398	53,544	59,797	65,229	69,618			
	Actual	2,081	3,920	6,080	9,396	11,651	14,303	16,909	18,372	18,572	18,958	22,138	22,411			



### Regravelling projects

The Department allocates R5.3 million to the District for the regravelling of gravel roads labour intensively within the District. The next graph shows the budget expenditure against the actual expenditure for the project.

Roads	March		April		May		June		July		August		September		October		November		December/January		Total		Balance
	Budget Amount	Actual Expend	Budget Amount	Actual Expend	Budget Amount	Actual Expend	Budget Amount	Actual Expend	Budget Amount	Actual Expend	Budget Amount	Actual Expend	Budget Amount	Actual Expend	Budget Amount	Actual Expend	Budget Amount	Actual Expend	Budget Amount	Actual Expend	Budget Amount	Actual Expend	B.A.
DR3299	641085		352,597	934,971																	993,681	934,971	58,710
MR777			256,434		512,868	220,736		398,400		802,802											769,302	721,938	47,364
MR811					60,271		673,119	361,850		388,000		260,750									833,410	108,600	-177,190
MR803						349,575		58,253	448,759												448,759	407,828	40,931
DR3123									192,325		737,248		673,119	463,810	32,054	311,840		463,085		369,325	163,476	1608,060	26,706
MR802									138,500		397,630		98,010	641085							641085	634,410	6,945
Total	641085	0	609,031	934,971	673,119	570,311	673,119	818,503	641085	629,392	737,248	658,380	673,119	561,820	673,119	311,840	0	463,085	6	369,325	5,321,004	5,317,537	3,467
Amount transferred		1,500,000											1,737,000		2,084,003						5,321,003	0	

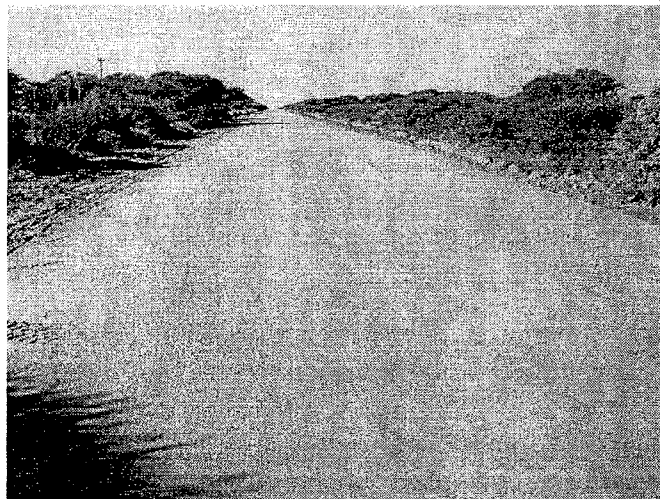


The project was completed in January 2009 and in total 66kms of road was regravelled. The next tables give an indication of the labour used during the implementation phase of each project.

Road	Permanent workers	Temporary Workers			
		Total	Youth	Women	Disabled
DR3299	11	5	4	0	0
MR777	10	6	4	2	0
MR803	10	6	4	2	0
DR3123	11	58	47	36	0
MR802	13	65	40	34	0
MR811	13	11	7	4	0
Total Jobs created	68	151	106	78	0

Photographs of the projects

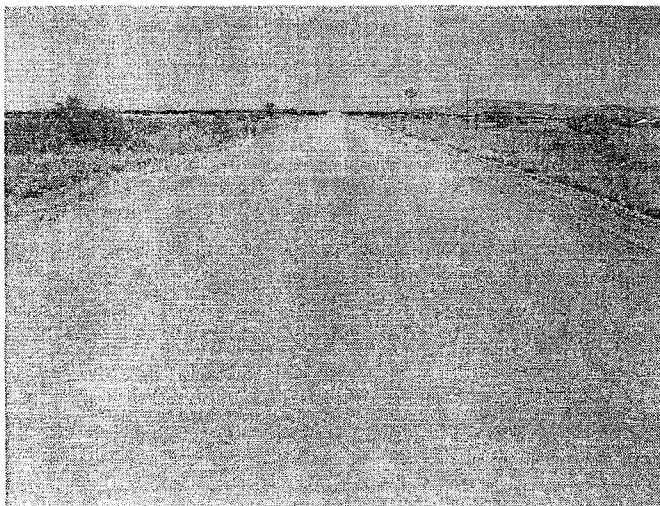
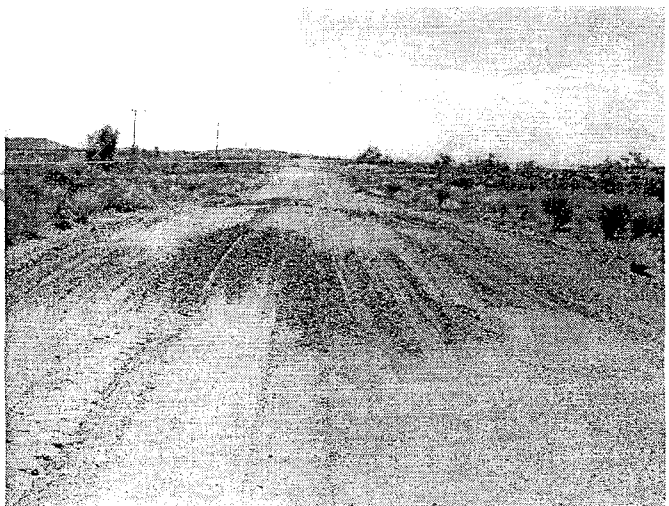
Main Road 803



Main Road 802



Main Road 809





### 5.1.6 EXPANDED PUPLIC WORKS PROGRAMME REPORT

Job opportunities were created by implementing infrastructure projects according to EPWP principles. The following number of job opportunities were created during the financial year for the EPWP programme.

Year	Project Description	Implementing	Project Amount	Job Opport
2008/09	Pixley Regravelling Project	Bo Karoo (Seme) DMA	R 5,321,003	21
2008/09	406: Disasterfund 06/07: Flood damage to roads	Bo Karoo (Seme) DMA	R 7,824,482	255
2008/09	272: Carnarvon/Bonteheuwel Sewer Reticulation 620	Bo Karoo (Seme) DMA	R 19,652,230	35
2008/09	309: Eradication of Bucket System in Hanover Phase1	Emthanjeni	R 3,830,959	84
2008/09	369: Eradication of 18 buckets in Britstown	Emthanjeni	R 211,442	3
2008/09	316: De Aar/Malay Camp Bucket Eradication	Emthanjeni	R 2,016,375	28
2008/09	370: Hanover/Tornadoville Eradication of 93 bucket	Emthanjeni	R 1,007,233	80
2008/09	315: Britstown: Bulk Water Supply Phase 2	Emthanjeni	R 14,062,223	306
2008/09	317: Carnarvon Internal Streets & Stormwater	Kareeberg	R 4,424,000	96
2008/09	422: Carnarvon Rehab of Oxidation Pond System	Kareeberg	R 9,135,584	34
2008/09	417: Carnarvon Eradication of 125 Bucket Toilets	Kareeberg	R 5,103,609	93
2008/09	274: Petrusville Solid Waste Disposal Sites	Renosterberg	R 2,507,156	21
2008/09	08/09 273: Phillipstown Upgrading Gravel Access Rd	Renosterberg	R 4,208,196	92
2008/09	439: Phillipstown Eradication of 500 Buckets	Renosterberg	R 990,500	68
2008/09	119 : Siyancuma Access roads in townships	Siyancuma	R 1,532,000	57
2008/09	120: Schmidtsdrift: Water Reticulation	Siyancuma	R 1,606,582	27
2008/09	118: Griekwastad/Rainbow Valley Sewer Reticulation	Siyancuma	R 6,373,638	150
2008/09	281: Douglas Asbestos Sewer Rising main	Siyancuma	R 7,522,354	235
2008/09	372: Replacing of Ageing FG Bulk Water Main to Bong	Siyancuma	R 6,344,733	138
2008/09	375: Douglas/Breipaal: Upgrading of Cypris Street	Siyancuma	R 1,308,017	4
2008/09	822: Douglas Bucket Eradication	Siyancuma	R 8,600,000	212
2008/09	821: Griekwastad Bucket Eradication	Siyancuma	R 4,677,819	5
2008/09	Landscaping project	Siyancuma	R 2,189,733	40
2008/09	276: Prieska Access Roads	Siyathemba	R 4,948,651	107
2008/09	08/09 279: Strydenbrg/Deetlifsville: Bucket Eradictn	Thembelihle	R 1,361,427	75
2008/09	318: Victoria West Eradication of Buckets	Ubuntu	R 2,030,112	76
2008/09	161: Colesberg /Operation Vula: Water Reticulation	Umsobomvu	R 386,855	16
	Total			2358

## 5.2 MUNICIPAL TRANSFORMATION AND INSTITUTIONAL DEVELOPMENT

### 5.2.1 THE DEVELOPMENT OF POLICIES, BY-LAWS AND PROCEDURES

Policy development is critical in any organization. Policies are there to give guidance to officials to carry out their responsibilities in a certain way. Pixley Ka Seme District Municipality is no exception. Policies also need to be continuously reviewed so as to ensure that they are still relevant and that they keep pace with all developments within the municipality

The following procedures and policies were developed, or revised, by the Municipality during this period.

- i) Career Pathing and Development Policy
- ii) Employee Health and Wellness Plan
- iii) Contractor OHS Requirements
- iv) Emergency Housing Assistance Policy
- v) Housing Contract Management Policy
- vi) Integrated Housing Sector Plan
- vii) 2010 FIFA World Cup Implementation Plan
- viii) Environmental Health Services Plan for 2008/09
- ix) Health and Hygiene Education Strategy

#### **5.2.2 MORALE AND TEAM BUILDING WITHIN THE MUNICIPALITY**

A positive morale within the workforce of the institution is central in the institution achieve its strategic objectives. In order to ensure that the staff morale is high within the institution, a number of activities were organized by the department.

- ◆ An annual year end function was successfully coordinated by the department. During this event recognition was given to the model employee of the municipality.
- ◆ Netball and soccer teams were established by the municipality and they play against other corporate teams. This is a huge morale booster and keeps workers healthy.
- ◆ The HR division, as part of its information sharing, held meetings with all departments and information over a wide range of issues was given to workers. During these sessions workers were also given the opportunity to meet with officials of HR division.
- ◆ Newly approved policies of Council are communicated to the staff and issues that need clarity are discussed..

#### **5.2.3 PERFORMANCE MANAGEMENT SYSTEMS**

Section 57 of the Municipal Systems Act provides for the establishment and implementation of performance management systems for the Section 57 employees by all municipalities. All section 57 Managers including the Municipal Manager of the municipality, signed their performance contracts for this period.

The PMS Annual Report for 2007/08 and the Municipal Scorecard for 2008/09 was approved by Council.

The PMS Committee as well as the PMS Audit Committee was established.